

Request for further supporting detail from respondents to RFP-4-46 (Responses to this request should be received by DOA within 10 Business Days)

The DDARS is soliciting Best and Final Offers from selected vendors so that we may more fully understand the services, products, and pricing that was detailed in their original proposals.

There was a wide variance between the respondents' estimates for the labor hours required within the breakdown framework prescribed by the RFP, Attachment F (e.g. Project Management, Proposed Solution: Technology Component, System Design & Development Approach, etc.). Based on the detail supplied, we can not identify if this reflects a fundamental difference between the bidders' business methodologies, their envisioned final quality and complexity of the system, or simply how they elected to divide the effort between our identified categories.

In order to normalize the responses, we ask that each bidder provide a high-level project schedule decomposed to at least the third level of the Work Breakdown Schedule (WBS). We assume that each bidder will have developed a high-level plan as part of their bid preparation, and anticipate that this information will be readily available. This schedule information should clearly show all major project deliverables envisioned by the bidder. In order to allow us to align this information to our original scoring matrix (Attachment F), each deliverable should be mapped to one of the pricing categories as detailed on the left hand column of the matrix.

When estimating work effort and pricing, we want to emphasize again that the system to be implemented will not perform billing functions. All billing will continue to be handled by an external system to which the developed system must be able to connect and share data. Information about the vendors' proposed system's capacity to perform billing operations is welcome (as a reference), but this functionality will not be included with the actual solution.

Also, it appears that not all of the bidders understood that FSSA will require the winning bidder to supply a full time Project Manager to serve as their primary interface to the FSSA DDARS Project Manager for the life of the project. Accordingly, each bidder should adjust their billing hour proposal detail (Attachment F, columns entitled "Year 1 – Annual Billing Hours" and "Year 2 – Annual Billing Hours") to reflect at least 1960 hours in the "Project Management" category, and adjust the pricing estimates accordingly if required.

Not all of the respondents utilized the category for "Proposed Solution: Technology Component" provided in Attachment F in the same manner. Some respondents identified a fixed cost for a technology component, independent of Billing Hours and Billing Rates by Hour. In recognition of this, we want all bidders to convert this line item to a fixed cost estimate, and to clearly and briefly document the basis for this amount (e.g. license fees, software package acquisition, etc.). If the fixed cost will be incurred during a single billing year the other billing year column should be left blank. Any labor estimates associated with implementing the proposed technology component above and beyond the fixed cost should be rolled into the Billing Hours for other categories as appropriate.

A modified version of RFP-4-46 Attachment F has been attached along with the original form as a reference.



RFP-4-46 Att. F
(modified)

RFP-4-46
ATTACHMENT F (Modified)
PRICING SHEET

Pricing Proposal						
	Year 1 - Billing Rate/ Hour*	Year 1 - Annual Billing Hours*	Year 1 – Total Price	Year 2 - Billing Rate/ Hour*	Year 2 - Annual Billing Hours*	Year 2 – Total Price
Project Management						
Proposed Solution: Technology Component	N/A	N/A		N/A	N/A	
System Design & Development Approach						
Testing Strategy						
Transition & Conversion Strategy						
Implementation Approach						
System Maintenance Approach						
Security Strategy						
Training Approach						
Grand Total						

* For clarity, if a column includes different resources with different billing rates, please identify the discreet billing rates and planned billing hours for each resource/rate, rather than listing a single, blended number.

RFP-4-46
ATTACHMENT F
PRICING SHEET

Pricing Proposal				
	Year 1 - Billing Rate/Hour	Year 1 - Annual Billing Hours	Year 2 - Billing Rate/Hour	Year 2 - Annual Billing Hours
Project Management				
Proposed Solution: Technology Component				
System Design & Development Approach				
Testing Strategy				
Transition & Conversion Strategy				
Implementation Approach				
System Maintenance Approach				
Security Strategy				
Training Approach				
Grand Total				